

2.0 User's Manual



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About Integrity™

Integrity is a web-based GIS (geographic information system) software for managing and maintaining spatial data of all kinds for municipalities, utility companies, governmental bodies, and private and public sector entities. **This user's manual covers the [new 2.0 framework](#) and will help you learn how to utilize Integrity's various tools and features.**

Getting Started

Windows System Requirements

[Microsoft Silverlight 4.0 or greater \(free download\)](#)

Operating System – Windows 7, Windows Vista, Windows XP Service Pack 2

Processor – 2 GHz processor or better

Memory – 512MB of RAM

Browser - Mozilla Firefox, Internet Explorer 7.0 or greater, Google Chrome, Safari, Opera

Macintosh System Requirements

[Microsoft Silverlight 4.0 or greater \(free download\)](#)

Operating System - Apple Mac OSX 10.4.8 or greater

Processor - 2 GHz processor or better

Memory - 512MB of RAM

Browser - Safari, Opera, Mozilla Firefox, Google Chrome

Monitor Requirements

Minimum - 1024 x 768 resolution

Recommended - 1280 x 1024, 1440 x 900, or higher resolution

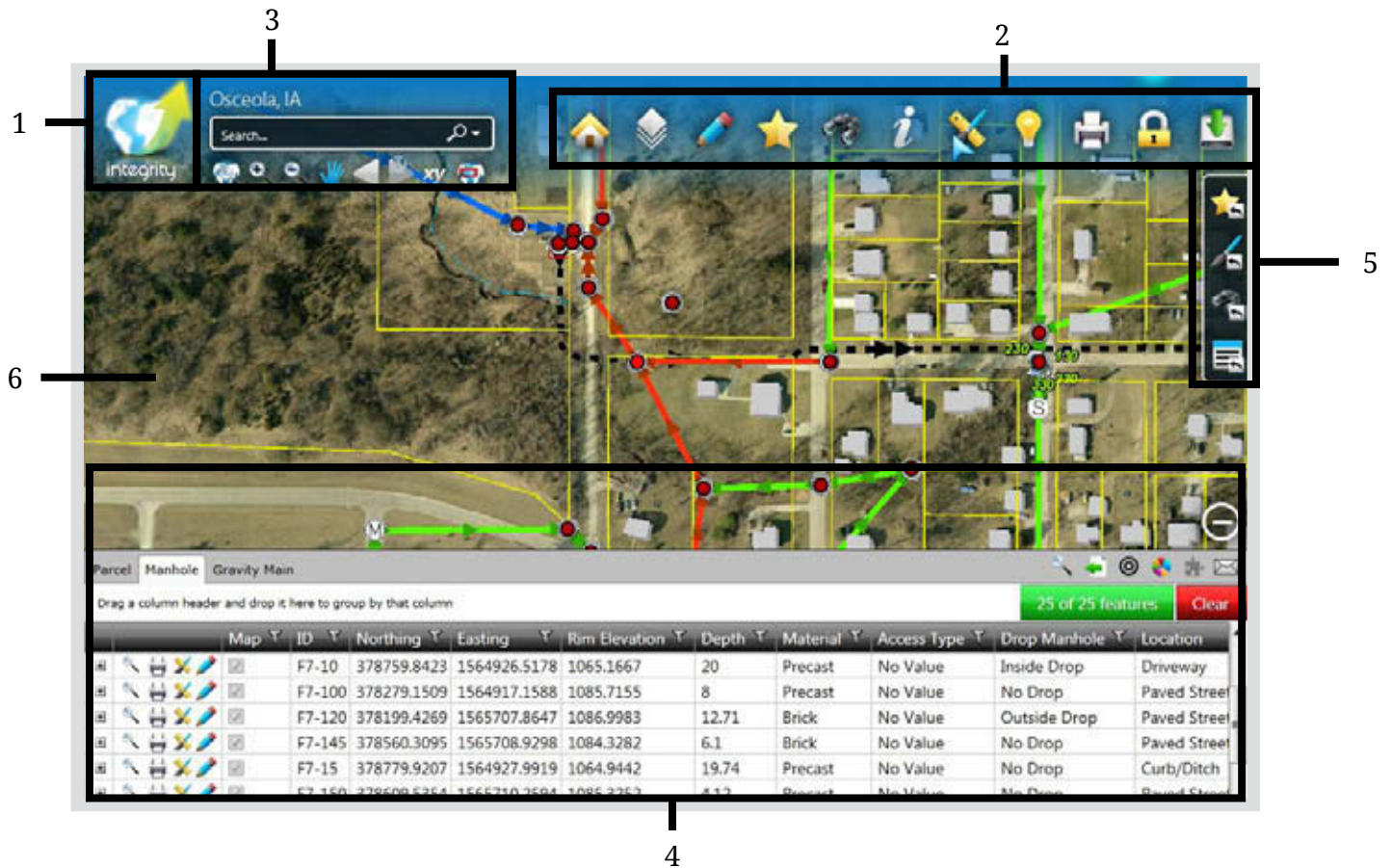
Network Connection Recommendations

Integrity will work with any internet connection. However, load times and function processing speeds may vary based on the speed of your internet connection.

Broadband internet connection (min. of 512 Kb/s download rate) recommended.



Interface Layout



1 Navigation Bar

The Navigation Toolbar provides basic map navigation functions and houses the Quick Search.

4 Results Pane

The Results Window displays selected or returned features when using Quick Search, Identify, and Advanced Querying.

2 Advanced Toolbar

The Advanced Toolbar provides advanced tools for identifying features, printing and gathering information from the map.

5 The Dock

Minimize windows to The Dock to conserve space and pin saved queries, markup, and bookmarks for quick recall.

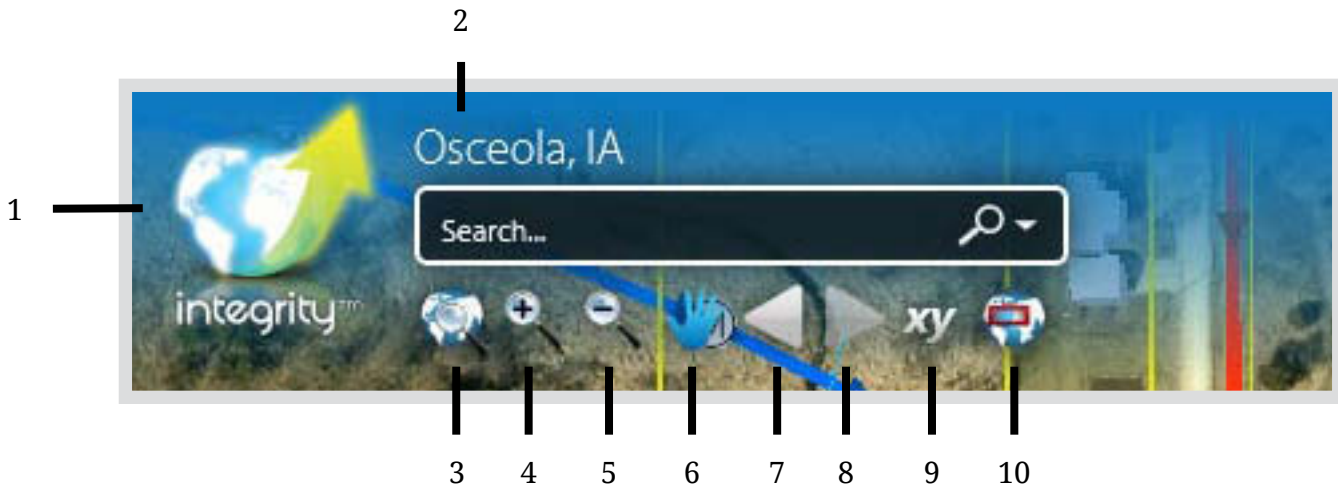
3 Quick Search

Quick Search automatically searches several predefined fields for the text entered.

6 Map Document

The Integrity user interface sections outlined on this page (1-5) allows users to interact with the map document. Search results are highlighted in the map document as well.

Navigation Tools



1 Integrity Logo

Clicking on the Integrity Logo will take you to our Product and Support website (www.integritygis.com) where you can follow our tech support blog and view other learning resources.

2 Website Title

Displays the Integrity site owner's name.

3 Zoom to Extent

Select the [Zoom to Extent](#) tool to zoom all the way out to see the full extent of the map.

4 Zoom In

Select the [Zoom In](#) tool and click anywhere on map to zoom to a selected area. You can also click and drag the cursor to zoom to a specific area.

5 Zoom Out

Select the [Zoom Out](#) tool and click anywhere on map to zoom out from a selected area. You can also click and drag the cursor to zoom from an area.

6 Pan Map

[Pan](#) lets you click your cursor anywhere on the map and drag to a desired view.

7 Previous Map Extent

The [Previous Extent](#) tool will return you to the previously viewed map extent. This can be used much like your web browser's (IE, Firefox, etc.) "Back" button.

8 Next Map Extent

The [Next Extent](#) tool will return you to more recent map extents. This can be used much like your web browser's (IE, Firefox, etc.) "Forward" button.

9 Display Coordinates

Select [Display Coordinates](#) to view a window that displays your cursor's coordinates in DMS (Degrees, minutes, seconds), Decimal Degrees, and State Plane.

10 Overview Map

Select [Map Overview](#) to view the full extent of the map in a small display window. A red square shows the current area of the map being viewed.

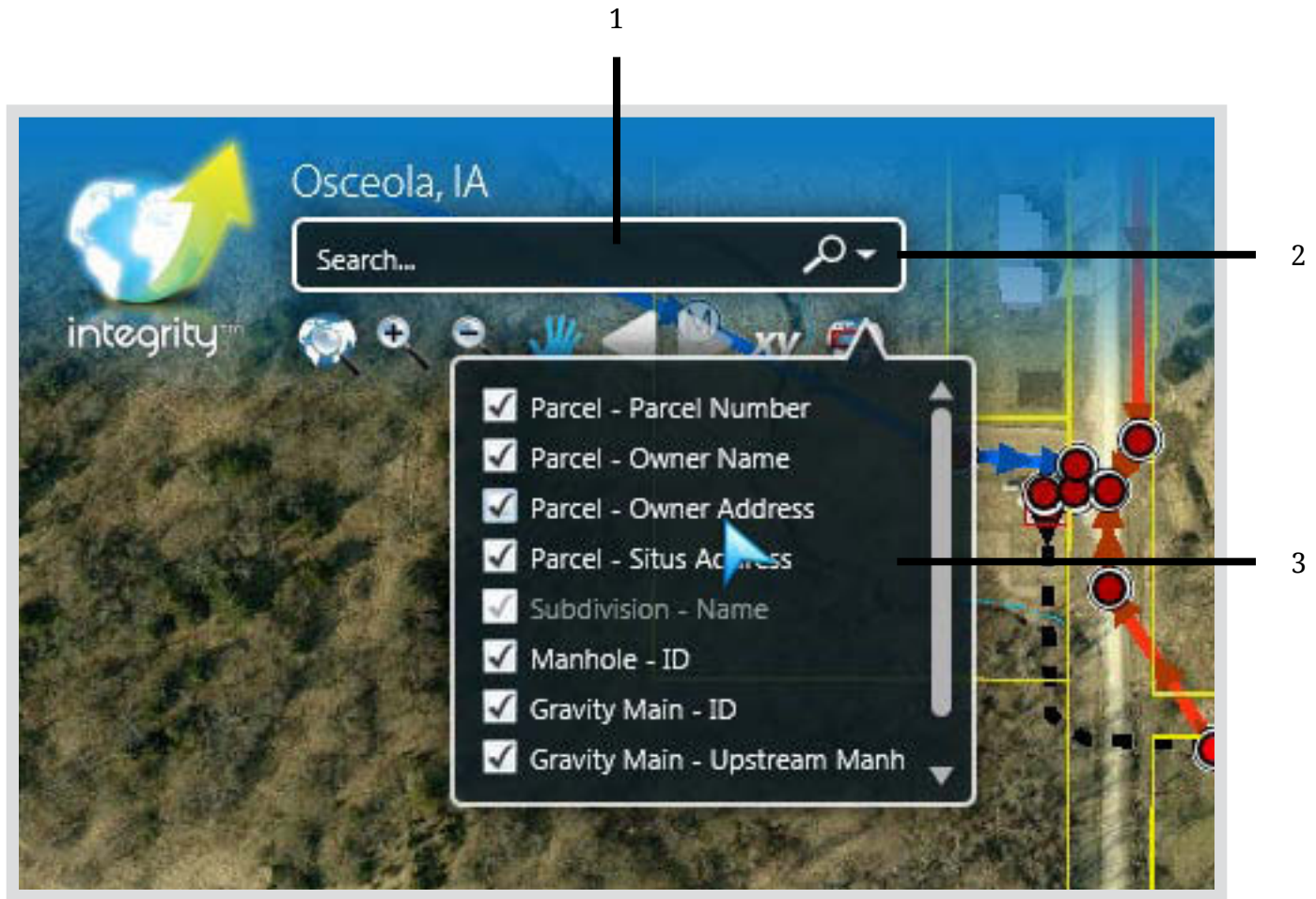
Printing



- 1 Map Title
Set the document's name.
- 2 Print Preview
This is the actual map that will be printed - it is interactive so you can further refine the page that will be printed..
- 3 Printing Options
Lock-in the map preview, remove the map document from the print job, or add the map legend to the print job.
- 4 Other Preview Pages
Preview other pages added to your print job such as the map legend or feature attributes.
- 4 Map Legend Printing
Turning this option on will add the map legend to your print job.
- 5 Legal Disclaimer
Displays any legal information or disclaimers associated with the site.
- 6 Map Overview
The map overview shows you the area of the map you will be printing.
- 7 Print, Export or Cancel
Send the map to a printer, export it to a PDF or cancel the print job.

Quick Search Box

The Quick Search box feature appears directly above the Navigation Toolbar. To execute a search, type in a value and press enter. Quick Search automatically searches several predefined fields for the text entered. To refine your search, click the down arrow to turn on/off the layers you would like your Quick Search to cover.



1 Quick Search Box

To execute a search, type in a value and press enter. Quick Search automatically searches several predefined fields for the text entered.

2 Search Filters

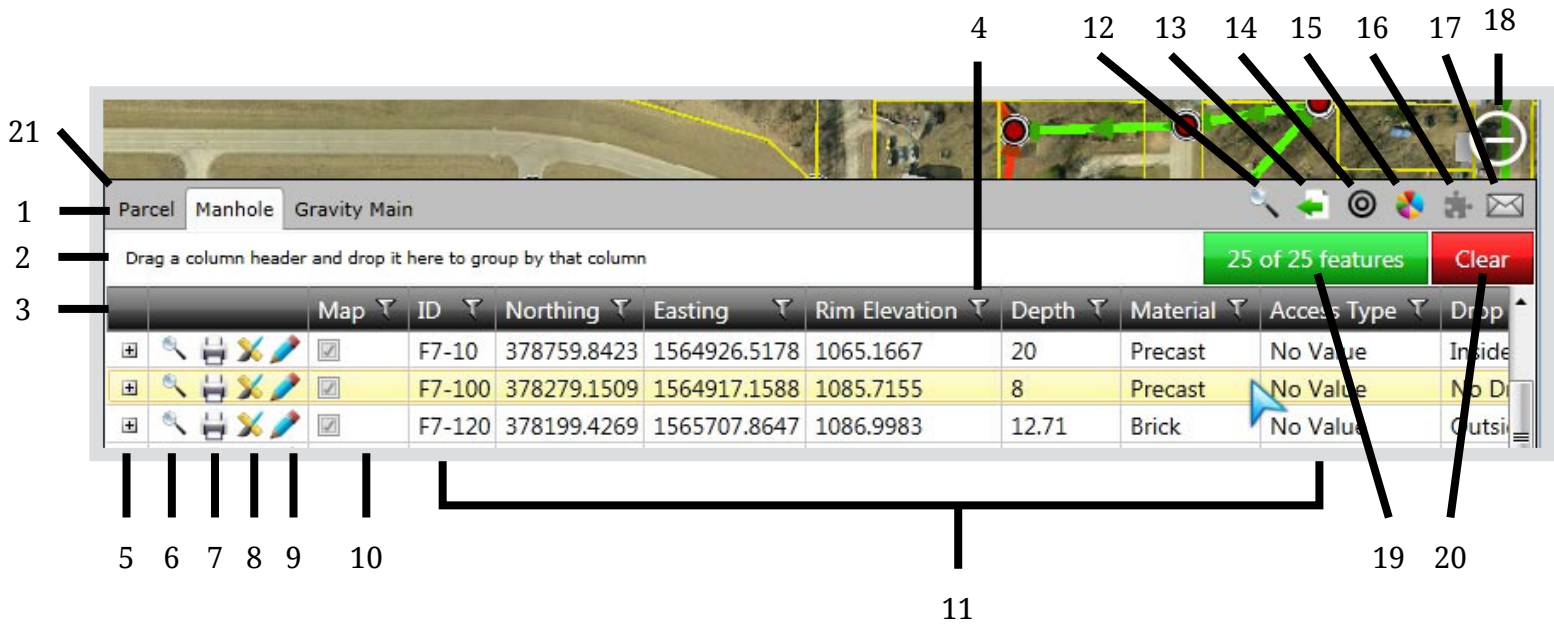
This lets you select which predefined fields you want to use for Quick Searches.

3 Filter Selection

This is a running list of all the predefined search fields your Quick Search will utilize. Remove a checkmark and Quick Search will ignore that field. Adding a checkmark will tell Quick Search to include the field.

Search Results

The Search Results window displays selected or identified features when using the following tools: Quick Search, Identify, and Advanced Query.



1 Map Layer Tabs

If your search returns features from more than one layer you can view your results on a layer by layer basis using these tabs.

2 Results Grouping

You can group your results by dragging and dropping a column (field) header here.

3 Column (Field) Headers

Each header in the search results represents a feature's attributes. You can sort results by clicking a given header.

4 Results Filter

You can filter your existing search results by clicking this button. This will let you narrow down or refine your results.

5 Expand Row

Expand a row to see more about the feature.

6 Zoom to Feature

Clicking this will center the map document on the feature.

7 Print Feature

Clicking this will open the print window and make the feature and its attributes printable along with the map document.

8 Measure Feature

You can auto-measure a map feature by clicking this button.

9 Edit Feature

When this button is visible that means you can directly edit the feature's attributes or add related data tables (manhole maintenance for example).

10 Show on Map

Checking this on/off will either show or remove the feature from the map document.

Search Results (continued)

11 Feature Attribute Data

This spreadsheet style menu displays the title of the attribute at the top (header) and its values in this grid.

(Example picture on page 8: Manhole ID F7-10 has a Material of Precast)

12 Zoom to Results

Pressing this button will center your search results set in the map document.

13 Export to Excel or .CSV

See page 10.

14 Buffer Features

See page 11.

15 Create Reports

See page 26.

16 Thematic Mapping

See page 11.

17 Mailing Labels

See page 10.

18 Display / Hide Results Pane

When there are features present in the results pane you will see a plus (+) or (-). Click the + to open the results and click the - to close them. **If there are no results this button will disappear.**

19 Results Count

This will show a count of how many results your search or query returned. This number changes if filters are applied or you switch layers via the Layer Tabs. **If you've applied a filter you can click this button to remove it.**

20 Clear Results

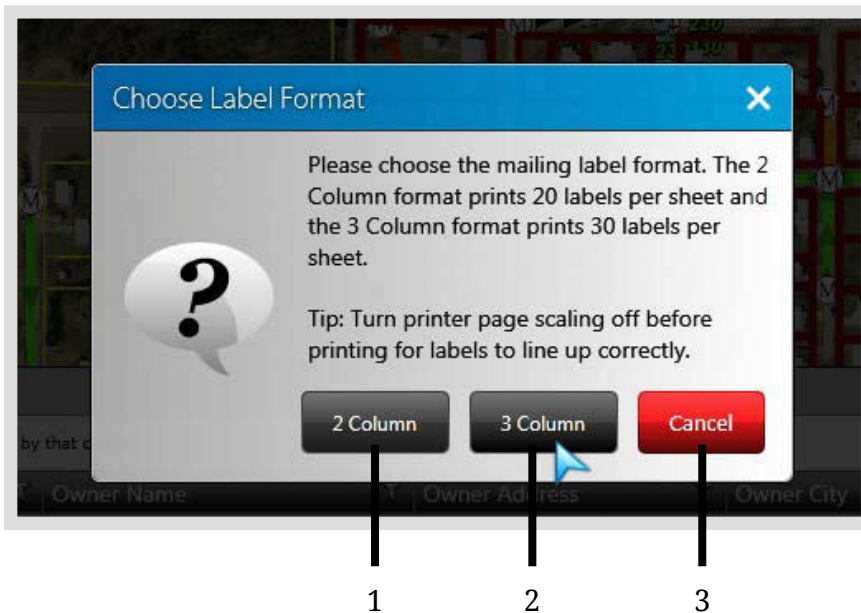
Pressing this button will clear the results pane and close it.

21 Adjust Results Pane Height

You can adjust the height of your results pane. Just mouse over the top of the pane and your cursor will change, then just click and drag it up or down.

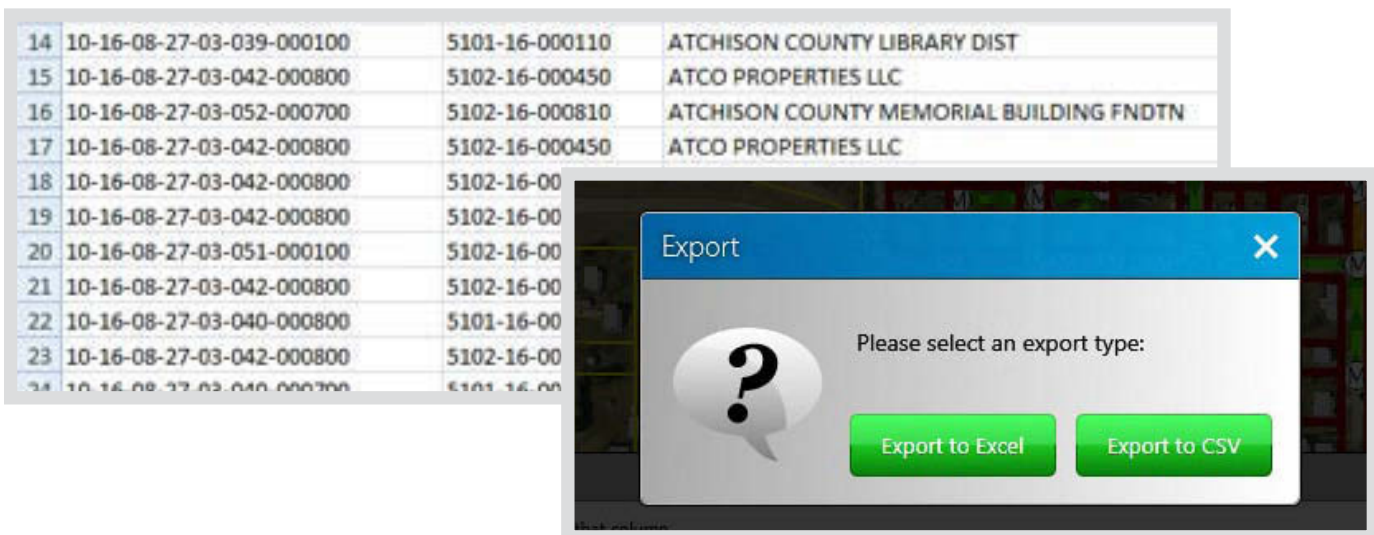
Create Mailing Labels

Creating mailing labels from a set of results allows you to streamline any notification process your team may use regarding groups of people such as customers or property owners. **Mailing labels utilize Avery templates.**



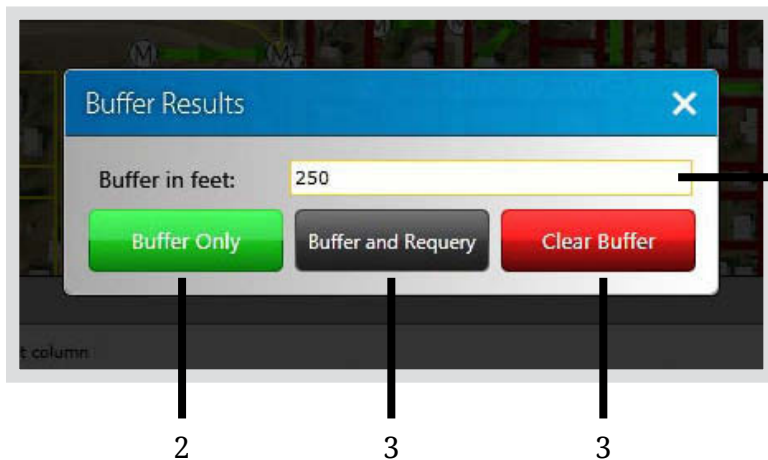
Exporting to Excel or .CSV

Export to Microsoft Excel or .CSV and save your results set on your computer to easily share with your colleagues or print in a spreadsheet format.



Buffer Results

You can create buffer zones around your search results by using the Buffer button. Selecting **'Buffer Only'** will show only a graphical display of the buffer. **'Buffer and Requery'** will create the buffer and re-load your results menu to include the buffered areas.



- 1 Type in a buffer distance in feet
- 2 Create a graphical buffer zone
- 3 Create a buffer and requery to update your results
- 4 Clear buffer

Creating Thematic Maps

Map themes are a color coded overview of selected features based on selected field properties.

- 1 Select Field
- 2 Number of Classes.
Increase for a more narrow theme.
- 3 Pick Class Type
- 4 Color Scheme
- 5 Create Theme
- 6 Themed Map Document



Sanitary Sewer Overflow Reports

{ Documentation...
This part of the 2.0 User's
Manual will be available soon!



Property Record Card

Click the Property Record Card (PRC) icon of a given Parcel from the results pane. A separate window will open where you can view deed images, land values, and any other data associated with the property. **Enable pop-ups for your Integrity website to properly use the PRC.**

The screenshot displays the Integrity web application interface. On the left, a map shows several parcels outlined in yellow and red. Below the map is a results pane with a table of parcels. A yellow box labeled '1' highlights the PRC icon in the first row of the table. On the right, a detailed property record card is shown for parcel 10-16-08-27-03-047. A black arrow labeled '2' points to the 'Print Report Card' link, and another black arrow labeled '3' points to the 'Deed Image' link.

Property Record Card Details:

Atchison County, Missouri
 Property Report Card
 Parcel Number: 10-16-08-27-03-032-000100
[Print Report Card](#)

Address: COR OF MAIN AND 1ST
 Contract:
 City: ROCK PORT
 Deed: CITY OF ROCK PORT
 Acres: 0
 CID#: 10-16-08-27-03-032-000100
 DBA:
 Map Area: 10-16-8-27-3
 Router: 000-000-000
 Plat Page:
 Subdr: [NONE]
 Listing Date: 12/30/1899
 Review Date: 12/30/1899
 Review: 0
 Legal Description: LTS 1-2-3 BLK 25 MEEK'S ADD TO ROCK PORT

Values

Assessed	Agriculture	Residential	Comm/Other	Exempt
Land	\$0.00	\$0.00	\$0.00	\$0.00
Dwig	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00
Tax Val	\$0.00			

[Deed Image](#)
[Deed Image](#)

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[Back to top](#)

1 View Property Record Card

2 Print Property Record Card

3 View Deed Images

Integrated Media Playback

Map features can be linked to various media such as video or images. To view media associated with a given feature select the Video or Picture layer tab to access them. Some uses for this include property photos linked to parcels or sewer videos with manholes.

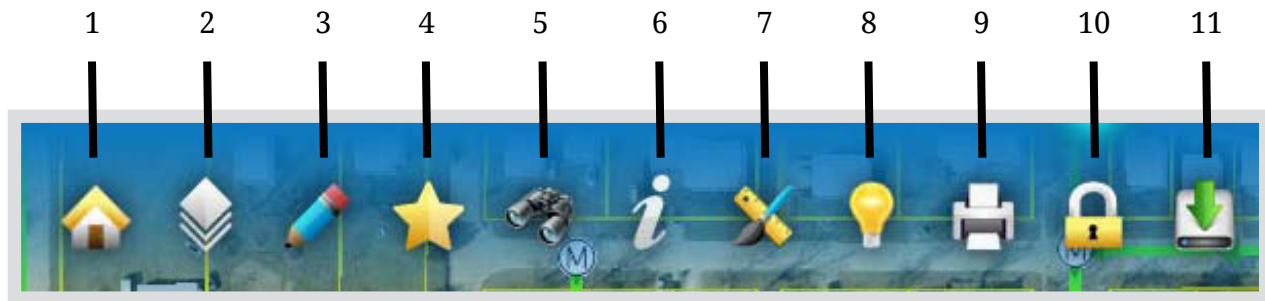


- 1 Select the Video or Picture Layer
- 2 View in Media Player
- 3 Media Player Window

- 4 Play/Pause Video
- 5 Timeline
- 6 Video Duration
- 7 Volume
- 8 Full Screen Mode

Advanced Toolbar

The Advanced Toolbar provides advanced tools for performing tasks such as identifying features, gathering information from the map, managing user accounts, changing map layers and bookmarking locations.



1 Site Dashboard

Use this menu for contact information, view a help menu and obtain technical support.

2 Map Layers

Click on the “Layers” tool to show layers and sub-layers within the map.

3 Map Editing

Directly add/edit map features such as manholes in a city, manage sign inventories, or manage your other spatial assets.

4 Bookmarks

Save your current map view or extent. These can be saved or shared with colleagues and are stored locally on your computer.

5 Advanced Queries

Perform very specific searches by querying using this tool. Save your queries as well.

6 Identify Features

Select any features on the map by drawing various shapes to display their information.

7 Draw / Measure

Create and measure graphics and text on the map for planning projects. Save/load drawings or export and share them with your co-workers.

8 Print

See page 6.

9 Map Tips

Turning Map Tips on will give you a pop-up box for each feature when you hover over it. Check on/off attributes your tips should include.

10 Account Management

Enter a valid username and password to securely login to Integrity™ to access additional authorized data, manage site users, or manage your account.

11 File Manager

This tool lets you make files available for site users to download. This could include everything from shape files, to help manuals.

Map Layers

The Map Layers give you control over what features are visible on the map and what their visibility level is via the layer slider. Explore the available layers by clicking the arrow to the left of each layer to expand/collapse the list. Checking on/off layers will show/hide them on the map.



1 Save Layer States

2 Reset Layers to Default

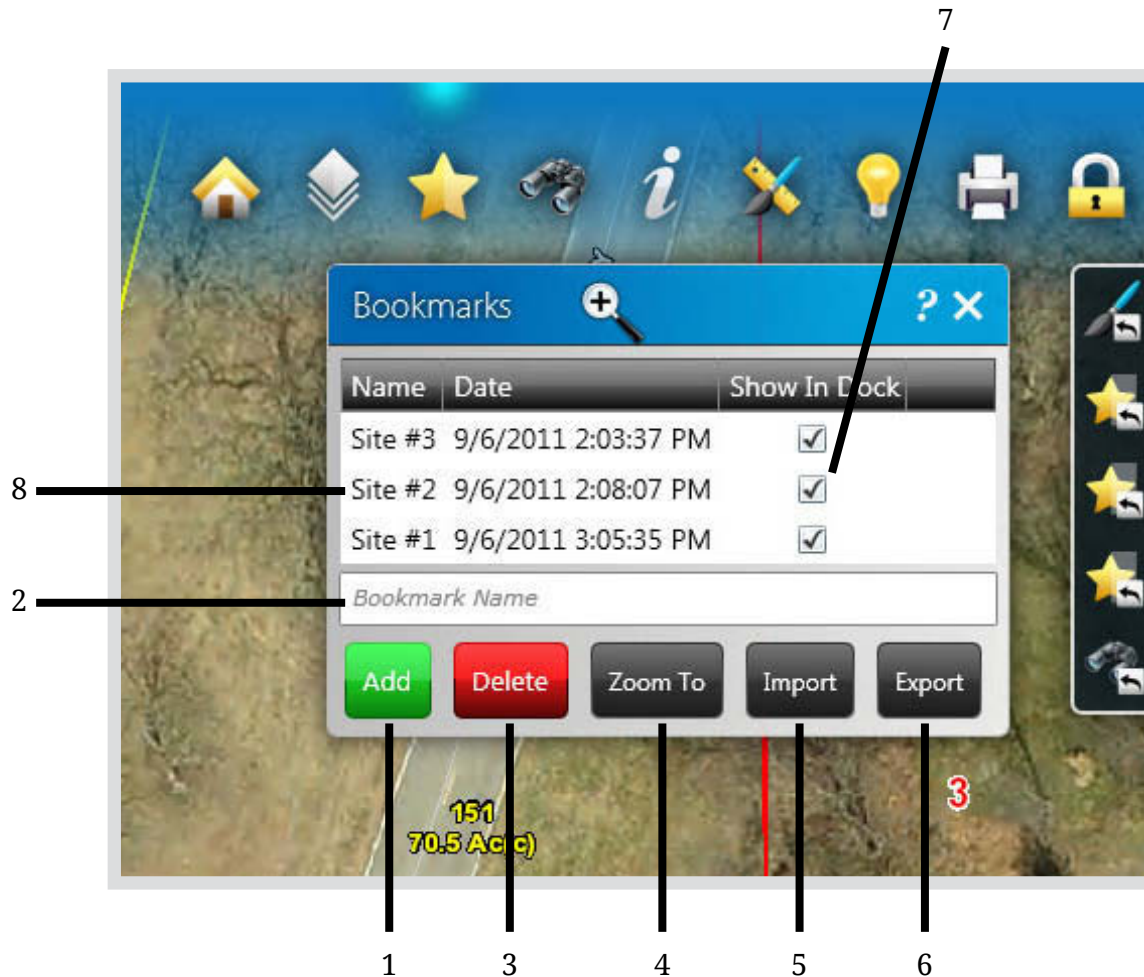
3 Change Layer Transparency

4 Turn On/Off Layers

5 Expand / Collapse Layers

Bookmarks

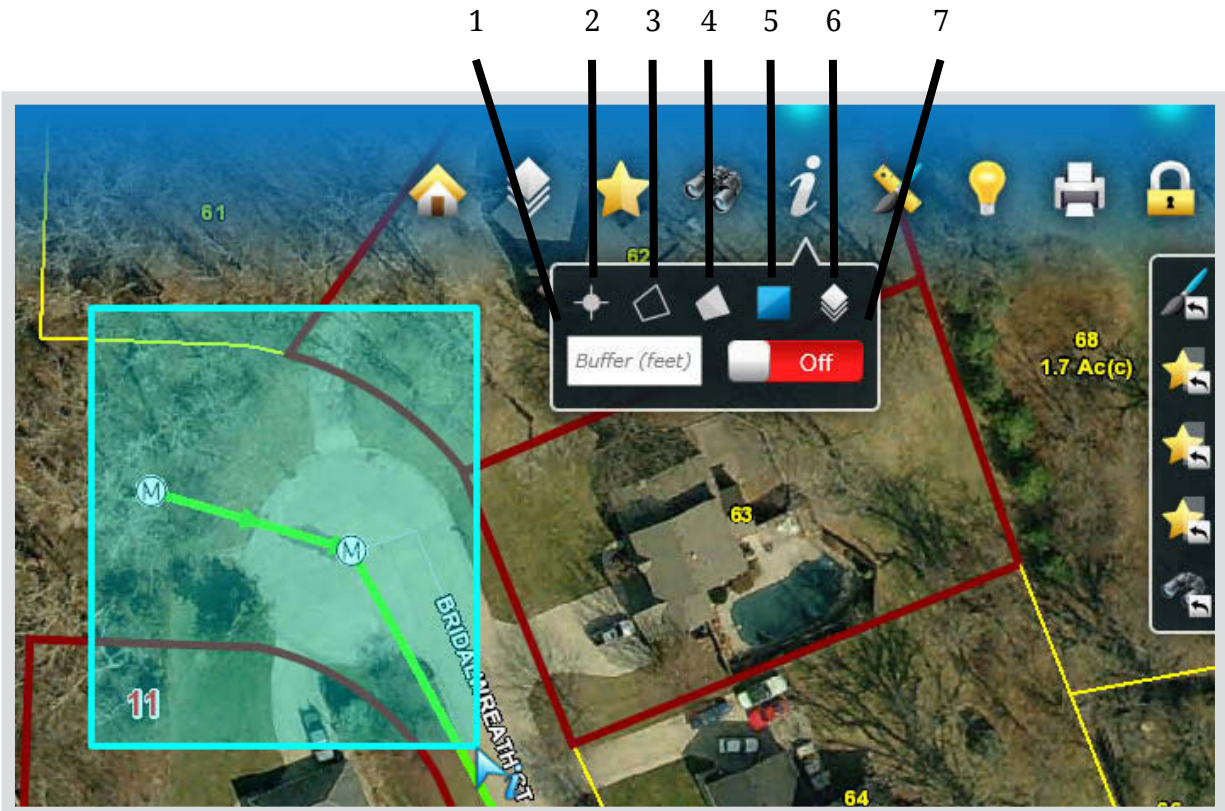
Create a Bookmark if you're working in a certain location frequently or have several points of interest that need to be revisited. Bookmarks are stored on the computer that created them and can be deleted or reloaded at any time through the interface below. Export/Import lets you create a bookmark file you can share with your co-workers or clients.



- | | | |
|----------------------|--------------------|-------------------------|
| 1 Create Bookmark | 4 Zoom to Bookmark | 7 Show Bookmark in Dock |
| 2 Name your Bookmark | 5 Import Bookmark | 8 List of Bookmarks |
| 3 Delete Bookmark | 6 Export Bookmark | |

Identifying Features

Identify lets you draw shapes as a method of selecting map features. Quickly identify a map feature or a set of features in an area quickly.



1 Set Buffer Size

Set a buffer area value here (in feet). This will auto-apply a buffer to identified features.

2 Select by Point

Identify by clicking with a precise point

3 Select by Polyline

Identify by drawing straight lines.

4 Select by Polygon

Identify by drawing polygonal shapes.

5 Select by Rectangle

Identify by drawing rectangles.

6 Toggle Layers

Make your Identify tool select either all layers or only visible ones.

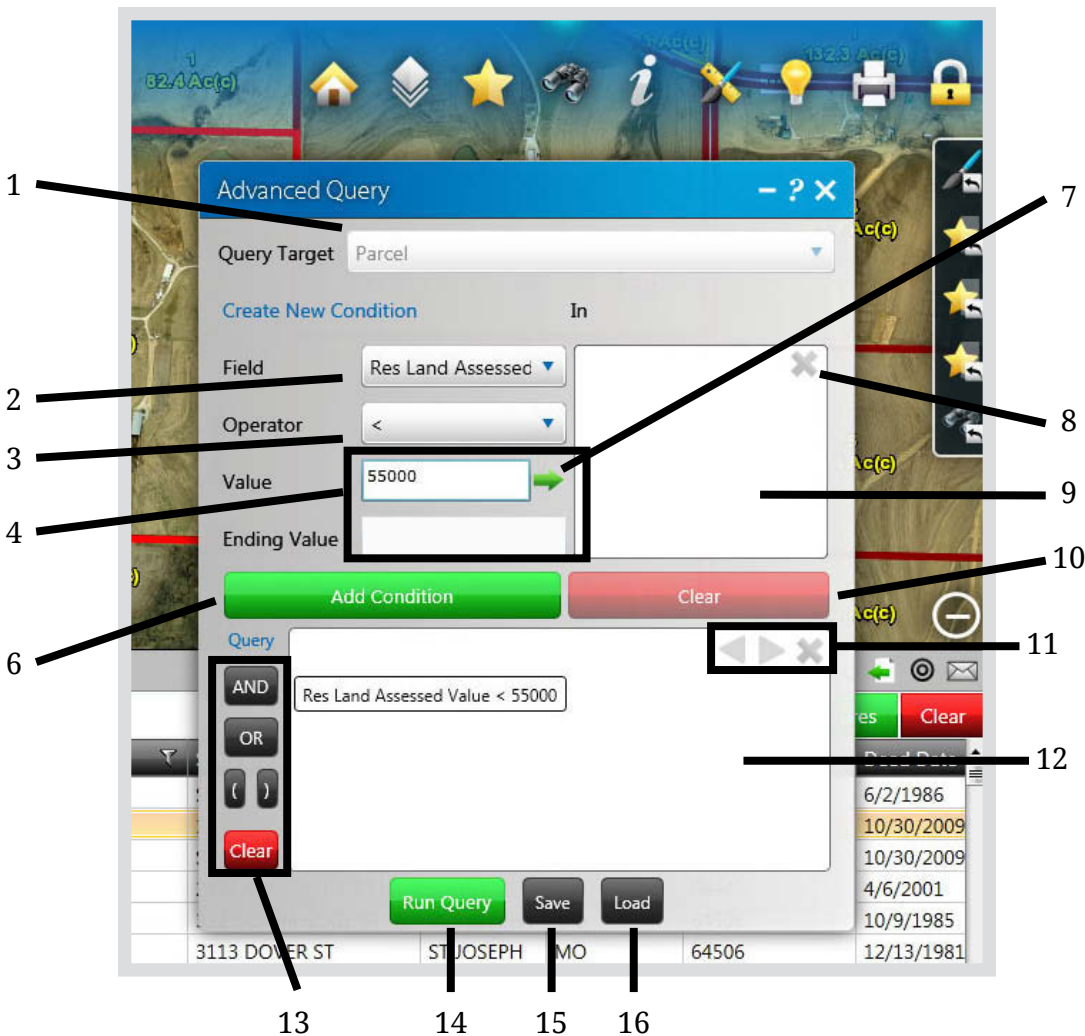
7 Turn On/Off Buffer

You can turn on/off Identify buffering.

8 Identify Cursor

Advanced Queries

To execute an advanced search or query click on the “Advanced Search” tool. A display window will appear on the left side of the Integrity™ viewer. Advanced Search accepts various inputs and values to generate an advanced query that yields very specific result sets.

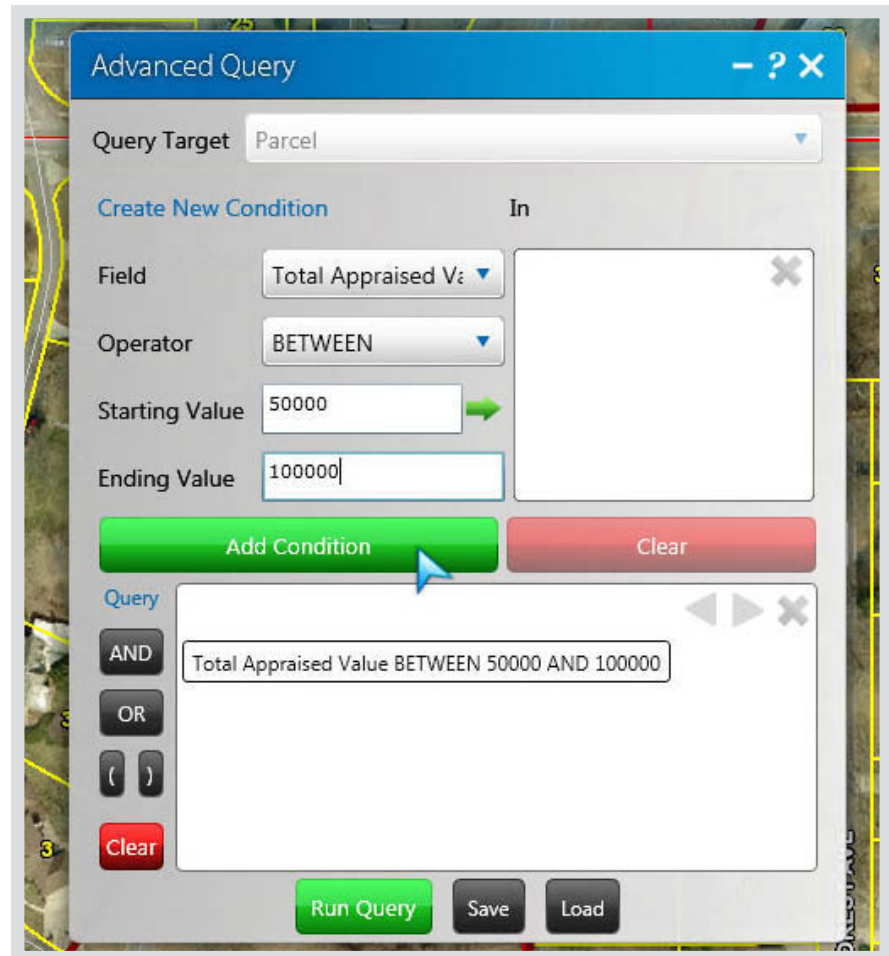


- | | | |
|--|--|---|
| 1 Query Layer
Select the layer you wish to query. | 4 Values (Ending optional) | 11 Move Left, Move Right, Delete |
| 2 Field
Select a layer field. | 6 Add Condition | 12 Condition Statement Field |
| 3 Set Operator
[=], [<>], [<], [<=], [>], [>=],
Like, Not Like, In, Not In,
Between, Not Between. | 7 Add to 'In' Statement Field
Use with operator 'In' / 'Not In' | 13 Statement Field Operators
Add 'And', 'Or', '(' to
Statement String or Clear. |
| | 8 Remove 'In' Query String | 14 Run Query |
| | 9 'In' Statement Field | 15 Save Query |
| | 10 Clear 'In' Statement Field | 16 Load Query |

Advanced Queries : Assessed Land Values

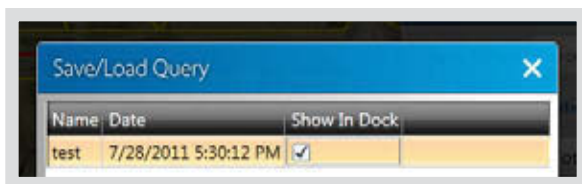
In this example we are going to use Advanced Queries to find Assessed Land Values within a county that are between 50,000 and 100,000 in value.

- 1 Query Layer
From the dropdown select the 'Parcel' layer.
- 2 Field
From the dropdown select the 'Total Assessed Value'.
- 3 Operator
Choose the 'Between' operator.
- 4 Values
Enter 50000 in the first Value field and 100000 in the Ending Value field.
- 5 Add Condition
- 6 Run Query

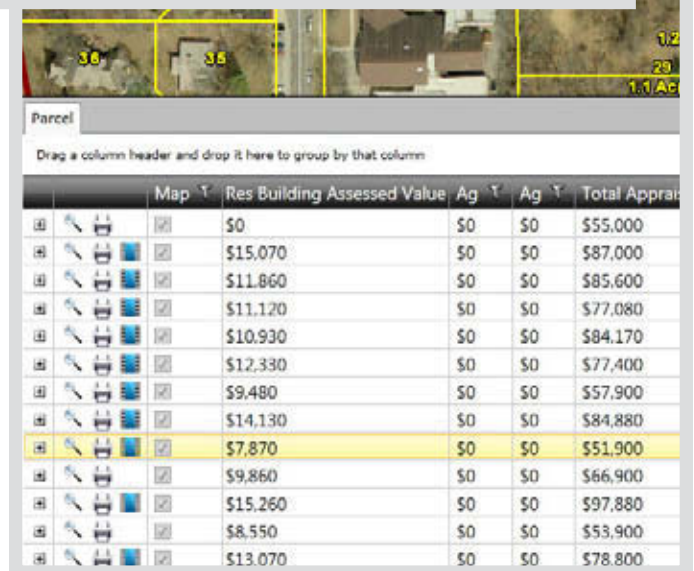


Now you can...

- 1 Utilize Search Results
Create mailing labels, themed maps, export the list to excel or .CSV all using the Search Results Window.
- 2 Save the Query and run it again easily.



- 3 Load the Query Shortcut into the dock.



Map	Res Building Assessed Value	Ag	Ag	Total Appraised Value
	\$0	\$0	\$0	\$55,000
	\$15,070	\$0	\$0	\$87,000
	\$11,860	\$0	\$0	\$85,600
	\$11,120	\$0	\$0	\$77,080
	\$10,930	\$0	\$0	\$84,170
	\$12,330	\$0	\$0	\$77,400
	\$9,480	\$0	\$0	\$57,900
	\$14,130	\$0	\$0	\$84,880
	\$7,870	\$0	\$0	\$51,900
	\$9,860	\$0	\$0	\$66,900
	\$15,260	\$0	\$0	\$97,880
	\$8,550	\$0	\$0	\$53,900
	\$13,070	\$0	\$0	\$78,800

Advanced Queries : Manhole Condition Ratings

In this example we are going to use Advanced Queries to find Manholes on a given map with a Condition Rating of Poor and a Vertical Grade of Even.

- 1 Query Layer
From the dropdown select the 'Manhole' layer.
- 2 Field
From the dropdown select the 'Condition Rating'.
- 3 Operator & Value
From the operator dropdown select '='. In the Value select the 'Poor' rating.
- 4 Add Condition and 'And' to the Statement Field
- 6 Field
From the dropdown select 'Vertical Grade'.
- 7 Operator
Choose the '=' operator.
- 8 Values
Select the 'Even' value.
- 9 Add Condition and Run Query

Advanced Query

Query Target: Manhole

Create New Condition

Field: Condition Ring

Operator: =

Value: Poor

Ending Value: Good

Add Condition Clear

Query

AND OR () Clear

Vertical Status = EV AND Condition Ring = P

Run Query Save Load

Manhole

Drag a column header and drop it here to group by that column

Map	Vertical Status	Condition Ring	Steps	Surcharge
	Even	Poor	None	No
	Even	Poor	None	No
	Even	Poor	None	No
	Even	Poor	None	No
	Even	Poor	None	No
	Even	Poor	None	No
	Even	Poor	None	No
	Even	Poor	Iron	No
	Even	Poor	Iron	No
	Even	Poor	None	No
	Even	Poor	None	No

Now you can...

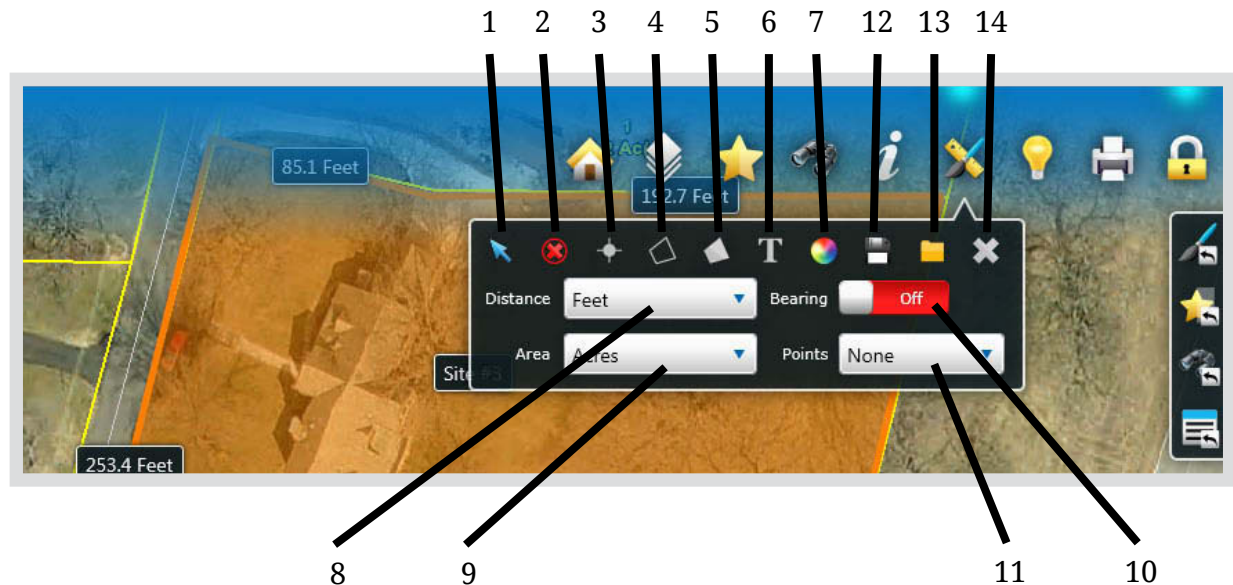
- 1 Utilize search results.
- 2 Save the Query and run it again easily.

Save/Load Query

Name	Date	Show In Dock
test	7/28/2011 5:30:12 PM	<input checked="" type="checkbox"/>

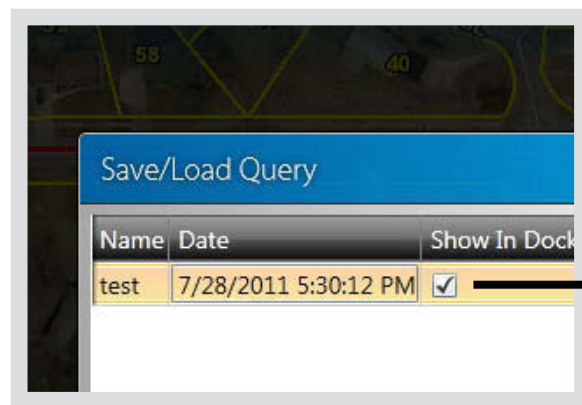
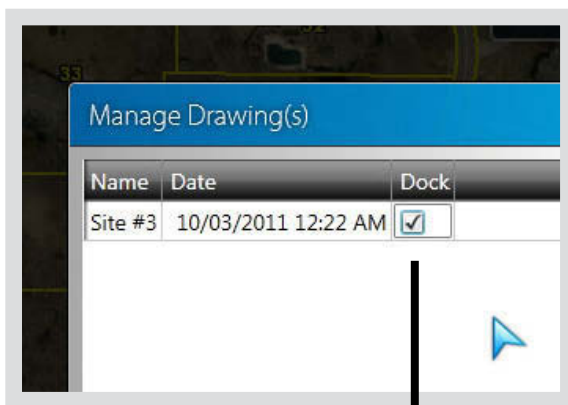
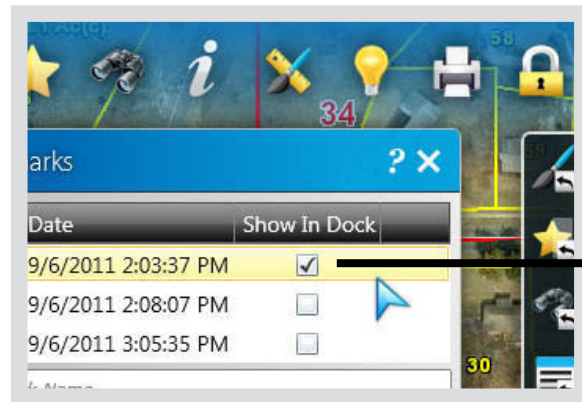
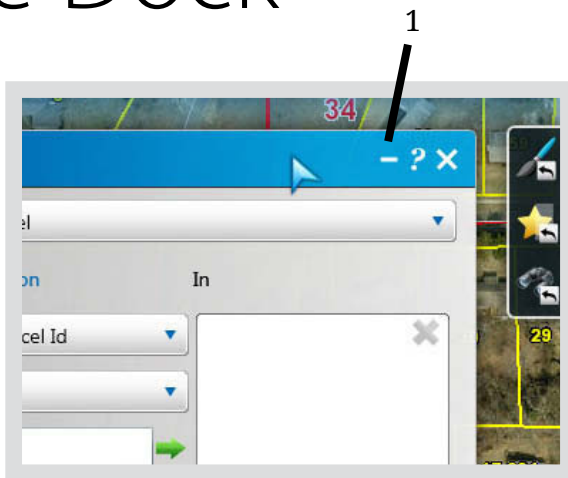
Drawing / Measuring

All graphics and text drawn on the map will appear if the map is printed and all drawings can be saved and loaded for easy recall. Drawings do not interact with map data, they are for visual reference only and thus are **ideal for planning projects**. This tool also allows you to toggle on/off measurements to automatically measure any drawn graphics without having to use a separate tool.



- | | | |
|---|--|---|
| 1 Select Tool
Choose this tool to move labels, change graphic colors, or rotate text. | 6 Add Text
Click the map to add text.
Use the selection tool to edit or alter your text. | 10 Bearing
Turn On/Off |
| 2 Delete Selection
Delete individual text or graphics. | 7 Color Picker
Pick a color and draw points, lines, and shapes. Edit existing drawing's colors with the Selection Tool. | 11 Show Coordinates
Display in State Plane, Decimal Degrees, or Degrees, Minutes, Seconds. |
| 3 Draw Point
Click once to draw a point. | 8 Measure : Distance
Display in Feet, Miles, Meters, or Kilometers. | 12 Save Drawing
Save your current drawing. |
| 4 Draw Polyline
Click once to begin a line.
Double click to finish. | 9 Measure : Area
Display in Acres, Square Feet, Miles, Meters, Kilometers or Hectares. | 13 Load Drawing
Display a saved drawing. |
| 5 Draw Polygon Shape
Click once to begin a polygon.
Double click to finish. | | 14 Clear Drawing
Remove all map drawings. |

The Dock



1 Windows

If a window can be docked it will have a [-] in the top right corner. Simply click it to minimize it to the Dock to conserve space.

2 Markup

To load a Saved Markup shortcut in the Dock create and save a markup drawing (see [Drawing Markup](#) page 23) In the list simply check off the “Show in Dock” checkbox.

3 Bookmarks

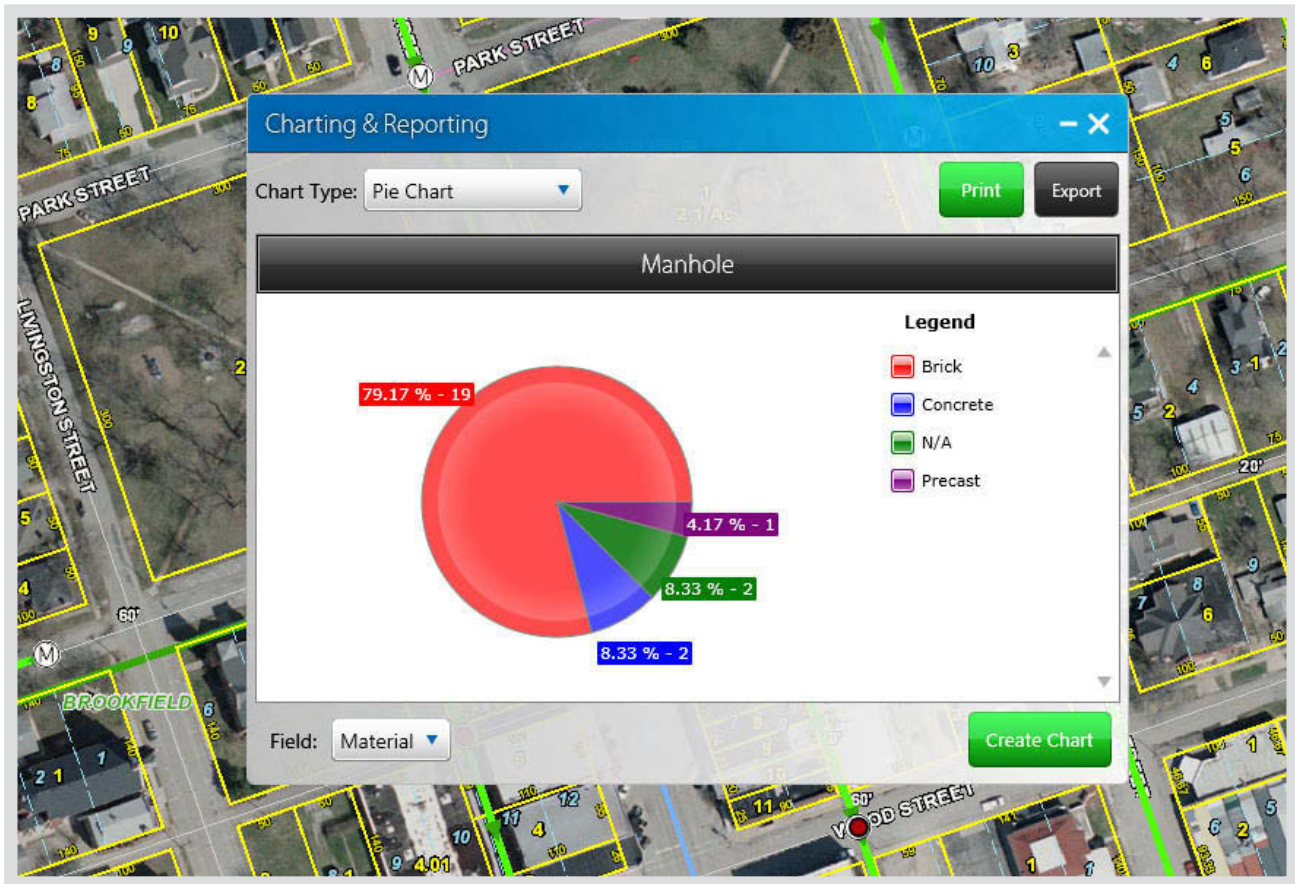
To load a Bookmark in The Dock create a Bookmark (see [Bookmarks](#) page 16). In the list simply check off the “Show in Dock” checkbox.

4 Advanced Queries

To load a Saved Query in the Dock create and save a query string (see [Advanced Queries](#) page 18) In the list simply check off the “Show in Dock” checkbox.

Creating Reports

{ Documentation...
This part of the 2.0 User's
Manual will be available soon!



Web Editing

{ Documentation...
This part of the 2.0 User's
Manual will be available soon!

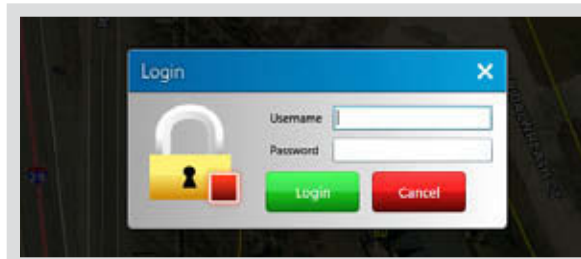


Account Management

Login / Logout and access account management by clicking the 'lock' icon in the Advanced Toolbar.

1 Logging In / Out

Enter a valid username and password and click on "Login" or press Enter. You can obtain this from the Integrity site owner.

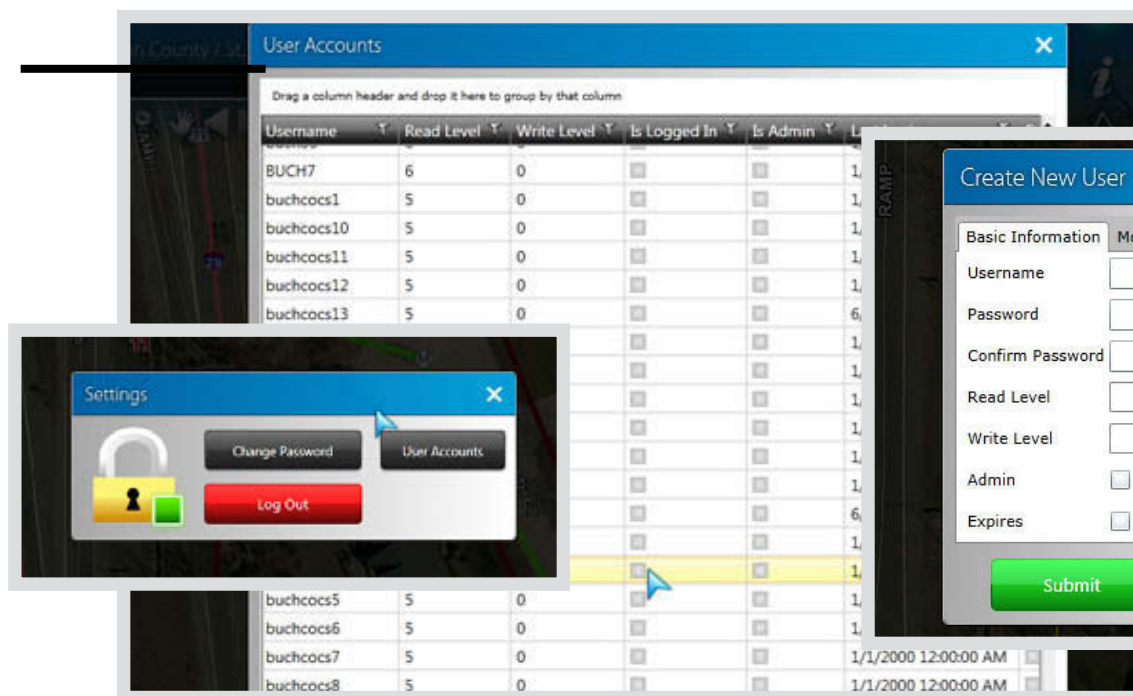


2 Change Your Password

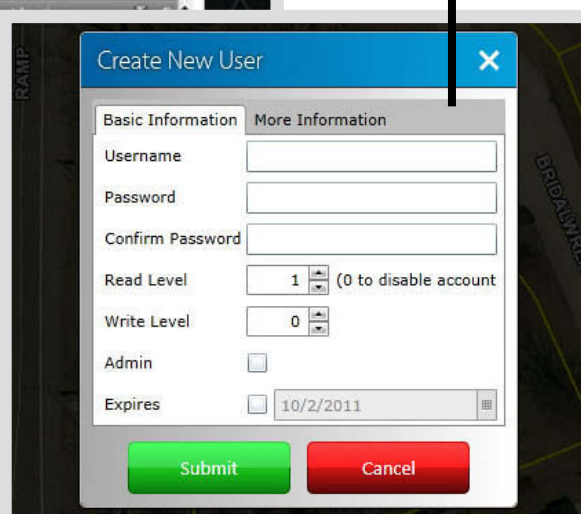
To change the password of an account, you must be logged in with a valid username and password. Click on the User Login button again to open the User Login window. Fill out the Change Password form and click "Accept".



3



4



3 Managing Users

To manage site users your account you must be set as an administrator. From here you can Add, Edit, or Delete Users. See who's online, user Read/Write levels - bigger numbers mean access to more data.

4 Adding / Editing a User

You can add or edit a user to your Integrity site using this interface. Top level administrators have sole access to this feature.

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Other Resources

Integrity Product and Support Site

www.integritygis.com

Integrity Product Blog

www.integritygis.com/index.php/blog

Tutorial Videos

www.youtube.com/midlandgis

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Midland GIS Solutions

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